

~~SECURITY INFORMATION~~

12 May 1953

MEMORANDUM FOR: SR/ADMIN

SUBJECT : Reclassification of Positions

1. It is requested that three (3) positions; slot numbers 45, 46 and 47 on the SR T/O be reclassified.

25X1

2. At present these positions are classified as Secretary-Steno, GS-5, and we request that they be changed to Training Assistants, GS-6.

3. The work being done, by persons in these positions, is definitely Training Assistant type work rather than Stenographic so request that this reclassification be accomplished as soon as possible.

4. Job sheets for the proposed three (3) positions are attached.

25X1A9A

Administrative Officer

25X1A9A

Approved

Chief, SR,

25X1